

HAGERSTOWN DEPARTMENT OF PLANNING

Hagerstown, Maryland

FOREST STAND DELINEATION APPLICATION

SUBMISSION REQUIREMENTS: THIS ORIGINAL AND ONE COPY OF THIS FORM AND TWO COPIES OF THE DELINEATION EXHIBIT AND ANY OTHER RELEVANT MATERIALS. This application will not be accepted for processing unless the checklist found on the remaining sheets of this form is completed, with the appropriate plan page references included, and all materials requested are provided.

EFFECTIVE JANUARY 1, 2004, NO FOREST STAND DELINEATION WILL BE ACCEPTED FOR PROCESSING UNLESS ACCOMPANIED BY A COMPLETED COPY OF THIS REVIEW CHECKLIST FORM

For Planning Department Use Only	Site Plan File FC - _____ - _____	Accepted: _____
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SUBDIVISION NAME: _____ SECTION: _____

DEED REFERENCE: LIBER: _____ FOLIO: _____ ZONING DISTRICT: _____

LOCATION OF PROPERTY: _____ TRACT SIZE: _____

RELATED PLANNING DEPARTMENT FILE REFERENCES (SITE PLANS, PRELIMINARY PLATS, BZA CASES):
(If none, state so)

PROPOSED USE (NUMBER AND TYPES OF DWELLINGS, AREA & USE OF COMMERCIAL & INDUSTRIAL BLDGS.):

ENG./SURVEY COMPANY: _____ PROJECT CONTACT PERSON: _____

MAILING ADDRESS: _____

TELEPHONE: _____ FAX: _____ E-MAIL: _____

DEVELOPER: _____ PROJECT CONTACT PERSON: _____

MAILING ADDRESS: _____

TELEPHONE: _____ FAX: _____ E-MAIL: _____

OWNER OF PROPERTY: _____

MAILING ADDRESS: _____

TELEPHONE: _____ FAX: _____ E-MAIL: _____

This Chart for Staff Use Only	1 ST Review	2 nd Review	3 rd Review
Date Accepted for Processing:			
Review Date:			
Returned to Design Firm on:			

INSTRUCTION TO ENGINEER/SURVEYOR: In the column marked "Engineer/Surveyor", identify each page which the required item appears on the plan. For items that appear on each page of the plan, use "All". If not applicable, provide a notation on the plan addressing the item (for example "There are no non-tidal wetlands on the subject property") and provide a reference in the column below stating which page of the plan this notation can be found.

Ordinance Requirements	Engineer/ Surveyor	1 st Review	2 nd Review	3 rd Review	REVIEW KEY
					√ OK I Incomplete N/A Not Applicable U Unacceptable

VICINITY MAP SHOWING:					
subject property and surrounding area for one square mile					
Major roads					
Municipal boundaries					
North arrow					
Adjacent land uses					
Forested areas					
Scale 1" = 2,000', minimum					
TITLE BLOCK CONTAINING: Project title Date Scale Legend Schedule of Revisions					
DELINEATION EXHIBIT:					
Boundaries of property and source of information (plat, survey, etc.)					
North Arrow					
Certification by Qualified Professional					
Signature Block for Planning Comm.					
Topographic contours and interval					
Steep slopes greater than 25 percent					
100-year non-tidal floodplain					
Intermittent and perennial streams					
Stream buffers (50 foot width)					
Soil classifications indicating soils with: Structural limitation Hydric properties K value greater than 0.35 on slopes of fifteen (15) percent or more					
Nontidal or tidal wetlands and buffers					
Parcel size, prop. ID #, & tot. ex. forest					

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Critical Habitat Areas					
Forested areas and unforested areas including tree lines extending offsite					
Priority afforestation areas					
Priority retention areas					
Field sampling locations					
Forest stand information including (for each): Location Description Size					
Location of trees or stands which have trees that are: Rare, threatened or endangered Part of a historic site or associated with a historic structure Designated to be a champion tree for that species Specimen trees of 30" dbh or greater Trees with at least 75 percent of the diameter of the State champion tree of that species					

FOREST STAND ANALYSIS

Site Description					
Methodology					
Summary for each stand describing: Stand composition Stand structure Stand condition Retention potential relating to proposed development Specific management recommendations Stand function (water quality benefits, specific wildlife habitat value, and other land use objectives like recreation, timber mgmt. etc.)					
Recommendations for specific areas such as specimen trees					

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Field sampling data sheets including: Property name Location Name of data collector Date Summary for each forest stand					
Forest stand summary sheets including Property name Location Name of person preparing summary Date of preparation Summary for each forest stand					

Preparer: Please use the below chart to cite sections and notes regarding additional information or questions you may have about the requirements of the ordinance as it relates to this plan.

INSTRUCTIONS TO PARTY PREPARING DELINEATION:

This checklist is the format used by the Department of Planning to review and comment on your plat. It will be/has been returned to you so you can address the issues raised throughout the checklist. When you have completed the necessary revisions to this plan, submit the following number of copies along with this checklist:

PLANNING DEPARTMENT:

2 COPIES

STATEMENTS

I understand that site plan or subdivision approval by the Hagerstown Planning Commission does not constitute permission to construct. Appropriate permits must be obtained from the City Engineer's Department and utilities before construction may commence. **This statement must be signed before application will be accepted for processing.**

Owner's Signature: _____

Applicant's Signature **: _____
(If different from owner)

Date: _____